



Texas Facilities Commission

Employment Opportunities

JOB Vacancy Notice: FY21-58		
Business Title: Electrician I		State Classification: Electrician I
Salary Group: A14	Salary: \$3,750.00 (month) \$45,000.00 (year)	Hours/Week: 7:00am-3:30pm, M-F*
Location: Texas School for the Blind and Visually Impaired (TSBVI) 1100 West 45 th Street Austin TX 78756		
Posting Date: July 8, 2021	FLSA Status: Nonexempt	Hours: 40
Closing Date: Open until filled	Shift Differential: n/a	Openings: 1
Division: Facilities Management and Operations		Program: Planning & Asset Management

Note: To apply for a state agency job with TFC, you must complete the electronic State of Texas Uniform Application for Employment through www.WorkInTexas.com.

*Must be able to work flexible hours during a legislative session and as needed.

JOB SUMMARY:

Performs moderately complex (journey-level) work in the maintenance and repair of electrical equipment and circuits. Work involves installing, replacing, and maintaining electrical systems, apparatus, components of machinery, and equipment. Works under moderate supervision, with limited latitude for the use of initiative and independent judgment

ESSENTIAL FUNCTIONS:

- Installs and repairs electrical systems, apparatus, circuits, and electrical components of machinery and equipment.
- Inspects and tests electrical equipment, lighting, and power circuits.
- Isolates defects in wiring, circuit breakers, fuses, switches, sockets, and other elements, and replaces faulty circuit breakers, fuses, switches, sockets, and other elements of electrical systems.
- Interprets blueprints and sketches and interprets schematic drawings of electrical circuits.
- Calculates electrical loads, wire sizes, and lengths. Mounts motors, transformers, and lighting fixtures into position and completes circuits according to diagram specifications.
- Repairs magnetic starters and remote start-stop stations; operates and maintains high- and low voltage switches; and installs rigid, thin wall, and flexible conduit.
- Wires circuits and cleans and tightens low-voltage switch gears.
- Assists in the maintenance and renovation of electrical service.
- Performs related duties as assigned.
- Communicates with personnel via text, e-mail, and video through provided iPhone.

MINIMUM QUALIFICATIONS:

- Experience in electrical work.
- Graduation from a standard senior high school or equivalent, supplemented by vocational or special training in an electrical trade, is generally preferred.
- Experience and education may be substituted for one another Graduation from a standard senior high school or equivalent.
- Three (3) yrs. experience in the maintenance of electrical fixtures in large facilities area.
- Education may be substituted of one yr. of experience.

KNOWLEDGE, SKILLS & ABILITIES:

- Knowledge and proficiency in the tools and terms of the trade.
- Knowledge of the current City of Austin Electrical Codes.
- Skilled in the use of digital volt, ohm and amp meters.
- Knowledge of general principles and theory of electricity, and of safety regulations.



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- Ability to make maintenance or electrical repairs, to diagnose malfunctioning units, to maintain records, and to communicate effectively.
- Skilled in the use of a Personal Computers, iPhones, Texting, and Video use for documenting problems.
- Ability to exercise caution and prevent hazards.
- Ability to safely operate hand and power tools.
- Ability to follow instructions with plans in written or oral form and to work from blueprints and sketches.
- Ability to complete daily paperwork and route appropriately.
- Ability to maintain effective working relationships with peers, agency personnel, tenants, and the general public.
- Ability to communicate effectively, both orally and in writing.

PHYSICAL REQUIREMENTS AND/OR WORKING CONDITIONS:

This position requires the ability to stoop, bend, lift, and stand for prolonged periods of time. Must be able to move 55 lbs. of product and materials. Must be able to work outdoors and in various weather conditions. Must be able to navigate uneven terrain and at various heights using ladders and lifts.

Veterans: Use your military skills to qualify for this position and others at TFC. Go to www.texasskillstowork.com to translate your military experience, training, and formal education into civilian job terms, qualifications, and skill sets.

Veterans, Reservist or Guardsmen with an MOS or additional duties that fall in the fields of 11B Infantryman, AN Airman, 210 Damage Control man, 1316 Metal Worker, 3E4X3 Pest Management or other related fields pertaining to the minimum experience requirements may meet the minimum qualifications for this position and are highly encouraged to apply. Please call Human Resources at (512) 463-1717 with questions or for additional information.

Additional Military Crosswalk information can be accessed at
http://www.hr.sao.texas.gov/Compensation/MilitaryCrosswalk/MOSC_ProgramManagement.pdf

Incomplete applications will not be considered.

Conditions of Employment:

Initial screening is based on the Education and Experience minimum qualifications defined in the job posting. Interviewee selection is based on applicant information explaining how they meet each Competency (Knowledge, Skills and Abilities) requirement. Follow application instructions and fill out application form completely for further consideration.

If selected for interview, all veterans must provide a DD214 long form. Official transcripts or other minimum requirement validations will be requested at the time of interview.

As part of its employment process, TFC may procure or have prepared a criminal background check. An applicant with an unsatisfactory criminal background check report is ineligible to be hired for the position for which the report is initiated.

Driver's record check will be conducted by the agency. Satisfactory driving records are required for driving state or personal vehicles and motor driven equipment to conduct agency business. CDL "Drivers" must consent to TFC's Drug and Alcohol Testing Policy against the illegal use of alcohol and drugs.

If hired, employee must provide document(s) within three (3) days of hire date that establish identity and employment eligibility. A complete list of acceptable documents is on file with the local Texas Workforce Commission office.

EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

Note: Any male between the ages of 18 and 25 must show proof of registration with the Selective Service System before he can be selected for employment with the Texas Facilities Commission

WIT Job Number: 14668116

EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

**Texas Facilities Commission
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